

KENTUCKY DEPARTMENT OF EDUCATION
STAFF NOTE

Review Item:

KHSAA Annual Reporting Requirements as required by 702 KAR 7:065

Applicable Statute or Regulation:

KRS 156.070
702 KAR 7:065

History/Background:

Existing Policy. 702 KAR 7:065 designates the KHSAA as the entity to manage interscholastic athletics. As the designee, the regulation requires the KHSAA to annually submit several reports. In accordance with this regulation, the KHSAA regularly submits through its liaison designated by the Kentucky Department of Education, all reporting requirements mandated by this regulation.

Specific to the reporting requirements in Section (2):

- Provisions (1) through (4), (7), (9) through (12), (15) and (17) are contained in the Constitution, Bylaws, Due Process Procedure and Tournament Rules of the Association;
- Provisions (5) and (8) were executed by the Board of Control during July 2010, and reviewed at its meeting of July 2011 with the KHSAA Commissioner;
- Provision (6) is a part of operational procedure by KHSAA General Counsel Chad Collins;
- Provision (16) is maintained within the records of the KHSAA as all reports and requests for rulings are required in writing, and follow a published current year plus four retention schedule; and
- Provision (14) is accomplished annually as the form GE19 (incorporated by reference) is received from each school certifying compliance.

With regard to Provision (13) of Section (2), the KHSAA is in the twelfth year of the Title IX Audit Cycle. At the conclusion of the 2011-2012 school year, the KHSAA will have completed the second revisit cycle for all member schools, meaning on-site reviews and evaluations with each school. The KHSAA has conducted two of six scheduled regional Title IX Workshops for the current school year where the audit staff is available for consultation and review after conducting four such workshops during the 2010-2011 school year. Attached is a document titled "Summary of Deficiencies Noted on Title IX Revisits 2010-11".

In addition, the KHSAA will conduct approximately 41 on-site audit revisits that will include review of the previously submitted material and records. The annual submission of the KHSAA Annual Report Forms to the Association (due each year by April 15th) has been converted to an online process that will not only make the system more efficient for the membership, but will allow for data collection and comparison in the coming years. The KHSAA Audit Staff continues to provide outreach assistance for local school district groups, such as local gender equity review committees, athletic booster clubs, local school boards and professional educators' associations. Title IX compliance continues to be a regular agenda item at KHSAA-sponsored education seminars, such as the administrators' workshops. The KHSAA staff continues to be a Title IX information resource, answering questions and clarifying issues via telephone, e-mail, and field visits.

Specific to the Financial Planning and Review Requirements contained in Section (3), Part 1:

- Provision (a) and (b) were presented to the KDE liaison as part of the July 2011 Board of Control meeting;

- Provision (c) is under process of revision at this time. KDE staff is assisting the KHSAA in development of its 2011 through 2016 Strategic Plan and a copy will be presented to the Kentucky Board of Education upon adoption.
- Provision (d), parts (1) through (5) is complied with by regular and routine reports to both the KHSAA Board of Control and the KDE liaison to the KHSAA, and recommended changes are reflected in the consideration of changes to the Association rules that are contained in the request for approval of amendments to 702 KAR 7:065 and documents incorporated by reference.

Specific to Section (3), Part 1, sub-section d(6), the Association must conduct a review of its Constitution and Bylaws, and such was done during the 2010-2011 school years by the Board of Control of the KHSAA. Following this review, there were twelve changes made to the KHSAA bylaws, which are part of the request for approval of amendments to 702 KAR 7:065 contained in a separate staff for the board's review at the December meeting.

Specific to Section (3), Part 1, sub-section 2, the KHSAA will be audited by the firm of David Hicks and Associates in Lexington during the month of December, and a complete report will be presented to the Kentucky Board of Education upon receipt and approval by the Board of Control.

The staff of the KHSAA certifies that the Board of Control has taken action on these items as documented by the minutes of Board of Control meetings.

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Recommending Contact Person

Commissioner of Education

Date:

December 2011